

The Board of Liberty Township Trustees met in Reorganization/Regular Session at the township administration office on Monday, January 8, 2024 at 6:00 p.m. with the following members in attendance, Mr. Arnie Clebone, Mr. Gregory Cizmar and Mr. Devon Stanley, presiding.

24-01 Motion to appoint Trustee Greg Cizmar as Chairperson for 2024.

Motion: Mr. Stanley. Second: Mr. Cizmar.

Roll Call: Mr. Stanley, Yes. Mr. Cizmar, Yes. Mr. Clebone, Yes. Motion carried.

24-02 Motion to appoint Trustee Devon Stanley as Vice Chairperson for 2024.

Motion: Mr. Cizmar. Second: Mr. Stanley.

Roll Call: Mr. Cizmar, Yes. Mr. Stanley, Yes. Mr. Clebone, Yes. Motion carried.

24-03 Motion to adjourn the Reorganizational Meeting and begin the Regular Meeting.

Motion: Mr. Stanley. Second: Mr. Cizmar.

Roll Call: Mr. Stanley, Yes. Mr. Cizmar, Yes. Mr. Clebone, Yes. Motion carried.

Reports:

Fiscal Officer Matthew Connelly stated the end of year has balanced to the penny. There are some carryover projects that won't be completed until this year, which reflects in the balance. He will work on the W2's and 1099's this coming week. He reviewed fixed costs like, payroll, BWC Insurance, Health and Liability Insurances. Matt also reviewed last year's anticipated revenue and was happy to report we spent less than anticipated. The interest collected by moving to Star Ohio was \$206,000 compared to last year's interest of \$2,800.

Administrator Mrs. Martha Weirick informed the Board the 2023 Paving Program Legal ad will run January 12, 2024 and bids will be open February 2nd at 11:00 a.m. She reminded residents when there's enough snow to plow, even if there is no parking ban, to avoid "on street parking" if possible. The Belmont Corridor Safety studies were linked together last month and are waiting for the results from ODOT.

Fire Chief Douglas Theobald reviewed year end runs, EMS calls, structure fires and the most motor vehicle crashes since recording. Chief Theobald reviewed the grants they are applying for including the multijurisdictional grant application for new hose, a grant for air packs and hydraulic tools. He assessed the recent structure fire. The fire is under review by the Ohio State Fire Marshall.

Police Chief Toby Meloro offered his report and asked the Board if they had any questions. Chief wanted to inform the Board St. Rose Father Kelly had contacted Toby to extend his gratitude to the Liberty Police Chaplains and Police Department. The family lost everything, and the Chaplains instantly assisted the family with their immediate needs. Chief Meloro announced Shiloh Church on Shannon Road is hosting a movie night, Sounds of Freedom with a guest speaker to speak on human trafficking, on January 20th at 4:00 p.m. Anyone interested can contact Chief Meloro for details.

Road Superintendent Mr. DeWayne Hickman reported they have turned the page to 2024. There are several projects in the works, including the completion of the 2023 Paving Program, the 2024 OPWC Paving Program, the Townsend Drainage Program, and sidewalk projects. Unfortunately when the weather freezes and thaws as Ohio weather does, we will start to see pothole. Our guys will be busy filling holes, repairing drainage and catch basins, as well as working with the County on joint projects. Wayne thanked the safety forces who all work together during emergencies. Wayne will provide a list of roads where crack seal will take place. Wayne also asked residents to remove parked cars from the street during snow events.

Director Zoning and Code Enforcement Officer Mr. Jim Rodway gave his year-end report and asked if the Board had any questions. Jim reported the 2023 permits fees were the most ever collected, due to the busy growth this past year.

24-04 Motion to promote Police Officer Sean Ryan to Patrol Sergeant effective 1/7/24. At this time we would like to invite Patrol Sergeant Sean Ryan and Police Chief Toby Meloro to the podium.

Motion: Mr. Stanley. Second: Mr. Cizmar.

Roll Call: Mr. Stanley, Yes. Mr. Cizmar, Yes. Mr. Clebone, Yes. Motion carried.

Chief Toby Meloro swore in Sergeant Ryan. The Chief remarked that in little more than 4 years Sergeant Ryan was invited to work with the Task Force and Swat Team. He has accomplished so much in such a short time. Sergeant Ryan finished first on the promotional exam.

Congratulations to Patrol Sergeant Sean Ryan!

24-05 Motion to approve the minutes of the December 11, 2023 Meeting.

Motion: Mr. Stanley. Second: Mr. Cizmar.

Roll Call: Mr. Stanley, Yes. Mr. Cizmar, Yes. Mr. Clebone, Yes. Motion carried.

24-06 Motion to approve warrant/eft expenditures for the month of December 2023 in the amount of \$827,553.16 and warrants #25726 through #25833 inclusive and Then and Now purchase orders.

Motion: Mr. Stanley. Second: Mr. Clebone.

Roll Call: Mr. Stanley, Yes. Mr. Clebone, Yes. Mr. Cizmar, Yes. Motion carried.

24-07 Motion that the Board of Liberty Township Trustees shall conduct its meetings in full compliance with the Ohio Sunshine Law and accordingly establishes the following rules for the scheduling and notice of all meetings:

REGULAR MEETINGS – The Board of Trustees will hold Regular monthly evening meetings the 2nd Monday of every month, at 6:00 p.m. beginning January 8, 2024 **except** for Monday, October 14, 2024 Columbus Day, which will be moved to Tuesday October 15, 2024 and Monday, November 11, 2024 Veterans Day, which will be move to Tuesday, November 12, 2024. Starting January 19, 2024 the Board will also hold regular weekly meetings on Fridays at 8:30 a.m. (except before and after a Monday evening meeting is held). **NO REGULAR MEETINGS IN AUGUST**. All meetings will be held at the Township administration building. Notice of the Regular Meetings or changes shall be posted on the Township website. The Township will provide notice of changes to the meeting date or times to the Vindicator, Warren Tribune and any other media that requests the same at least 24 hours in advance of the meeting, except in an emergency in which case the notices shall be given as soon as practicable.

SPECIAL MEETINGS – Notice of special meetings of the Board of Trustees shall be given by posting notice of the meeting on the Township website. Notice of all special meetings shall be given to the Vindicator, Warren Tribune Chronicle and any other newspaper or media that requests the same at least 24 hours in advance of the meeting, except in an emergency in which case the notices shall be given as soon as practicable. Additionally, the Township will provide advance notice of regular or special meetings to anyone who provides the Township with postage pre-paid, self-addressed postcards or email address.

Motion: Mr. Stanley. Second: Mr. Cizmar.

Roll Call: Mr. Stanley, Yes. Mr. Cizmar, Yes. Mr. Clebone, Yes. Motion carried.

24-08 Motion to set the salaries for the Trustees of Liberty Township for 2024 at the maximum compensation permitted by Ohio Revised Code §505.24(C) Compensation of Trustees, to be paid in equal monthly payments.

Motion: Mr. Clebone. Second. Mr. Cizmar.

Roll Call: Mr. Clebone, Yes. Mr. Cizmar, Yes. Mr. Stanley, Yes. Motion carried.

24-09 Motion to set the salary for the Fiscal Officer of Liberty Township for 2024 at the maximum compensation permitted by Ohio Revised Code §507.09 Compensation of Fiscal Officer, to be paid in equal monthly payments.

Motion: Mr. Stanley. Second: Mr. Cizmar.

Roll Call: Mr. Stanley, Yes. Mr. Cizmar, Yes. Mr. Clebone, Yes. Motion carried.

24-10 Motion to renew the appointment of Cherry Lynne Poteet as Township Law Director pursuant to Ohio Revised Code Section 504.15 at a contract rate of \$3,800 per month (no increase), effective January 1, 2024.

Motion: Mr. Stanley. Second: Mr. Clebone.

Roll Call: Mr. Stanley, Yes. Mr. Clebone, Yes. Mr. Cizmar, Yes. Motion carried.

24-11 Motion to authorize membership for the Trustees and Fiscal Officer in the Ohio Township Association, and attendance at the OTA annual Winter Conference in Columbus, and to pay the dues or expenses from the General Fund pursuant to Ohio Revised Code §505.241.

Motion: Mr. Clebone. Second. Mr. Cizmar.

Roll Call: Mr. Clebone, Yes. Mr. Cizmar, Yes. Mr. Stanley, Yes. Motion carried.

24-12 Motion to appoint Daniel Nichols to the Liberty Township Zoning Commission term commencing January 1, 2024 and term ending December 31, 2028.

Motion: Mr. Stanley. Second: Mr. Cizmar.

Roll Call: Mr. Stanley, Yes. Mr. Cizmar, Yes. Mr. Clebone, Yes. Motion carried.

24-13 Motion to reappoint Charles Mansfield to a five (5) year term on the Liberty Township Zoning Board of Appeals, term commencing January 1st, 2024 and term ending December 31st, 2028.

Motion: Mr. Stanley. Second: Mr. Cizmar.

Roll Call: Mr. Stanley, Yes. Mr. Cizmar, Yes. Mr. Clebone, Yes. Motion carried.

24-14 Motion to set the compensation for the members of the Township Zoning Commission at \$45 per meeting and Zoning Board of Appeals at \$45 per meeting for 2024, which is the current rate, pursuant to Ohio Revised Code §519.13.

Motion: Mr. Clebone. Second: Mr. Stanley.

Roll Call: Mr. Clebone, Yes. Mr. Stanley, Yes. Mr. Cizmar, Yes. Motion carried.

24-15 Motion to set the 2024 mileage reimbursement rate for authorized travel by township officials and employees outside of Liberty Township at \$0.67 per mile, which is the maximum rate per mile permitted by the IRS for 2024.

Motion: Mr. Cizmar. Second: Mr. Clebone.

Roll Call: Mr. Cizmar, Yes. Mr. Clebone, Yes. Mr. Stanley, Yes. Motion carried.

24-16 Motion to acknowledge and authorize township officers and full-time employees and their respective immediate dependents who are not covered by a collective bargaining agreement are entitled to the same rights and coverage under any and all health care insurance policies and programs currently in effect or subsequently procured by the Township in accordance with Ohio Revised Code §505.60 et seq. and to set health insurance premium co-payments for the non-bargaining unit employees rate of fifteen percent (15%) of the monthly premium costs of their enrollment in the township Health Insurance Benefit Program.

Motion: Mr. Stanley. Second: Mr. Clebone.

Roll Call: Mr. Stanley, Yes. Mr. Clebone, Yes. Mr. Cizmar, Yes. Motion carried.

24-17 Motion to approve an annual conversion plan pursuant to Section 145.01 of the Ohio Revised Code and Ohio Administrative Code 145-1-26 for Liberty Township for the conversion of vacation time that is accrued, but not used, during the calendar year, defined as January 1 to December 31, 2024. these earnings are earnable salary on which employee and employer contributions shall be remitted to OPERS. See File for complete conversion plan.

Motion: Mr. Stanley. Second: Mr. Clebone.

Roll Call: Mr. Stanley, Yes. Mr. Clebone, Yes. Mr. Cizmar, Yes. Motion carried.

24-18 Motion to authorize the Fiscal Officer to prepare and use super blanket certificates for the 2024 fiscal year for the statutorily permitted purposes of: the services of an accountant, architect, attorney at law, physician, professional engineer, construction project manager, consultant, surveyor, or appraiser; fuel oil, gasoline, food items, roadway materials and utilities; purchases exempt from competitive bidding under O.R.C. 125.04 and any other specific expenditure that is a recurring and reasonably predictable operating expense. Each super blanket certificate must identify the specific line-item appropriation account to which it applies, and an itemized statement of obligations incurred, and expenditures made under each super blanket certificate shall be maintained by the Fiscal Officer. Each super blanket certificate shall be in an amount not to exceed \$25,000.00 with the exception of the hospitalization super blanket certificate which shall be in an amount not to exceed \$100,000.00.

Motion: Mr. Stanley. Second: Mr. Clebone.

Roll Call: Mr. Stanley, Yes. Mr. Clebone, Yes. Mr. Cizmar, Yes. Motion carried.

24-19 Motion to request from the Trumbull County Auditor advances on Real Estate Property Taxes, and Personal Property Taxes pursuant to Ohio Revised Code §321.34.

Motion: Mr. Cizmar. Second: Mr. Clebone.

Roll Call: Mr. Cizmar, Yes. Mr. Clebone, Yes. Mr. Stanley, Yes. Motion carried.

24-20 Motion to authorize payment of expenses for township officials and employees to attend meetings, seminars, workshops, conferences, schools, training or conventions for fiscal year 2024, after a formal request has been processed and approved.

Motion: Mr. Clebone. Second: Mr. Cizmar.

Roll Call: Mr. Clebone, Yes. Mr. Cizmar, Yes. Mr. Stanley, Yes. Motion carried.

24-21 Motion to authorize the expenditure of township general funds for public community functions to organizations that serve a community purpose and are non-profit under IRS Code 501(c)(3), in an amount not to exceed \$500 per event, upon approval by the Board of Trustees.

Motion: Mr. Stanley. Second: Mr. Cizmar.

Roll Call: Mr. Stanley, Yes. Mr. Cizmar, Yes. Mr. Clebone, Yes. Motion carried.

24-22 Resolution of intent to sell unneeded, obsolete or unfit for use personal property by internet auction for the calendar year 2024.

A RESOLUTION DECLARING THE INTENT OF LIBERTY TOWNSHIP TO CONDUCT INTERNET AUCTIONS FOR THE SALE OF UNNEEDED, OBSOLETE OR UNFIT PERSONAL PROPERTY OF LIBERTY TOWNSHIP FOR THE CALENDAR YEAR 2024

WHEREAS, Section 505.10 of the Ohio Revised Code permits a board of township trustees to sell personal property, including motor vehicles, road machinery, equipment, tools, or supplies, which is not needed for public use, or is obsolete, or is unfit for the use for which it was acquired; and

WHEREAS, the Board of Township Trustees of Liberty Township, Trumbull County, Ohio has determined that an internet auction is a cost-effective method of disposing of such property; and,

WHEREAS, Section 505.10(D) of the Ohio Revised Code permits a board of township trustees to sell such property by internet auction after adopting a resolution expressing its intent to do so;

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Liberty Township, Trumbull County, Ohio, that:

Section 1: Pursuant to Ohio Revised Code Section 505.10(D), the Board of Trustees of Liberty Township hereby expresses its intent to sell personal property, including motor vehicles, road machinery, equipment, tools, or supplies, which is not needed for public use, or is obsolete, or is unfit for the use for which it was acquired, by internet auction in 2024.

Section 2: The Board of Trustees of Liberty Township hereby will conduct internet auctions through GovDeals, Inc., 100 Capitol Commerce Boulevard, Suite 110, Montgomery, Alabama, 36117 or Knight's Auction Service, 1330 Seaborn St., Mineral Ridge, Oh 44440.

Section 3: Such internet auctions shall be conducted according to the requirements of R.C. 505.10(D) under the following general terms and conditions:

1. All property will be offered for sale to the public on the www.govdeals.com or www.knightsauctionservice.hibid.com website for a minimum of ten (10) days, including Saturdays, Sundays and legal holidays;
2. The Township reserves the right to establish a minimum price for any item and to establish other terms and conditions of sale, including but not limited to requirements for pick-up or delivery;
3. Township property auctioned via internet auction shall be sold to the highest qualified bidder at the conclusion of the auction;
4. The highest qualified bidder shall be required to pay in full for the property at the auctioned price plus the stated buyer's premium and all applicable taxes within five business days from the conclusion of the sale, and to comply with any other conditions or terms of sale;
5. All property is offered for sale "As-Is Where-Is" with Liberty Township making NO warranty, guarantee or representation of any kind, express or implied as to the condition of such property;
6. All vehicles will be sold with a Salvage Title; and
7. The Board of Township Trustees, Liberty Township, Trumbull County, Ohio reserves the right to reject any bids and to withdraw from sale any items listed on its internet auction.

Section 4: In the event that the Township reclaims the auctioned property as a result of the highest qualified bidder's failure to comply with the terms and conditions stated above or in the event that there are no bidders for the auctioned property who meet the terms and conditions established for the auction, the Township reserves the right, at its sole discretion, to re-auction the property or to dispose of the property without auction, as permitted by R.C. 505.10(B).

Section 5: That after adoption of this Resolution, the Fiscal Officer shall publish, in a newspaper of general circulation in the township, notice of Liberty Township's intent to sell unneeded, obsolete, or unfit-for-use township personal property by internet auction. The notice shall include a summary of the information provided in this resolution. Information regarding the internet auction shall be published on the Township website and posted at the Township office.

Motion: Mr. Stanley. Subject to revision. Second: Mr. Clebone.

Roll Call: Mr. Stanley, Yes. Mr. Clebone, Yes. Mr. Cizmar, Yes. Motion carried.

24-23 Motion to allocate and authorize the Fiscal Officer to transfer each month immediately upon receipt, all funds received as reimbursement for police overtime, fifty percent of the remaining funds received by Liberty Township from the Traffic Camera Program, and transfer over 80% of Tow Yard revenue to the Police Fund.

Motion: Mr. Cizmar. Second: Mr. Stanley.

Roll Call: Mr. Cizmar, Yes. Mr. Stanley, Yes. Mr. Clebone, Yes. Motion carried.

24-24 Motion to authorize the Fiscal Officer to move money within a fund from one line item to another in cases where funds must be made available before the next trustees meeting.

Motion: Mr. Clebone. Second: Mr. Stanley.

Roll Call: Mr. Clebone, Yes. Mr. Stanley, Yes. Mr. Cizmar, Yes. Motion carried.

24-25 Motion to transfer the following amounts from the General Fund to the Police Fund for Tow Yard fees and Traffic Camera:

1000-910-910-1341 Transfers OUT General Fund	\$3,844.00
2081-931-1341 Transfer IN to Police Tow yard	\$3,844.00

1000-910-910-0000 Blue Line Traffic Camera	\$43,777.27
2081-931-0000 Transfer IN Police Fund	\$43,777.27

Motion: Mr. Stanley. Second: Mr. Clebone.

Roll Call: Mr. Stanley, Yes. Mr. Clebone, Yes. Mr. Cizmar, Yes. Motion carried.

24-26 Motion to hire part time basic EMT Firefighter Dylan Campbell at \$15.00 per hour, no benefits. He has successfully passed drug and background checks. The first day worked is his hire date.

Public Comment:

Motion: Mr. Stanley. Second: Mr. Cizmar.

Roll Call: Mr. Stanley, Yes. Mr. Cizmar, Yes. Mr. Clebone, Yes. Motion carried.

Public Comments:

A resident who resides near the structure fire on Tibbetts Wick Road had some concerns. He told the Board he spoke with Niles Water Department on several occasions regarding the fire hydrant near his home and asked who is in charge of the hydrant maintenance and repairs. Trustee Clebone asked Fire Chief Theobald to explain who maintains hydrants. The Chief indicated he receives annual reports from the cities (Niles, Girard, & Youngstown) that the hydrants are inspected every year, and back flow tested every 5 years. He said the two hydrants in question, the functioning hydrant was inspected the next day, and the other 50 years old hydrant is scheduled to be replaced in 2024. The resident asked the Board to make sure they continue to work closely with the Cities who provide and maintain the hydrants.

Retired Fire Captain Bob Catchpole invited the Board and Safety Forces to participate in a Health Fair geared for senior citizens hosted by Church Hill United Methodist and Oak Street Health Church on March 9th from 10 a.m. – 2 p.m. They plan to invite a host of providers who can offer health screenings and educational information.

Trustee Remarks: Trustee Arnie Clebone received confirmation from the Land Bank on homes submitted and may be considered unfit for human habitation. Trustee Clebone received communication from Trumbull County Auditor Martha Yoder, pending legal review, we could possibly be awarded the \$400,000 grant for Center Park upgrades. Those upgrades will include drainage improvements. He reported the Mercy Foundation and possible State Rep commitment for additional funding brings us closer to obtaining an ambulance. Eastgate is conducting a study of available housing. They feel there is a shortage of housing and could discourage companies from locating in the area. Trustee Clebone asked his colleagues to reconsider a resolution passed last year requesting a letter to be sent to the Zoning Commission to consider other communities' property maintenance codes.

Motion to adjourn the meeting at 6:62 p.m.

Motion: Mr. Cizmar. Second: Mr. Stanley.

Roll Call: Mr. Cizmar, Yes. Mr. Stanley, Yes. Mr. Clebone, Yes. Motion carried.

Next regular meeting is scheduled for Friday, January 19, 2024 at 8:30 a.m.